



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Policies and Procedures Agenda 08 26 2013

Arlington School Committee
Policies & Procedures Subcommittee
Meeting Minutes
Monday, August 26, 2013 @ 4:30 p.m.

Attendance

Subcommittee Members: Jeff Thielman (Chair), Paul Schlichtman

District Leadership: Kathleen Bodie, Ed.D. (Superintendent), Robert Spiegel, Director of Human Resources, Cindy Bouvier, Director of Health & Wellness

School Committee Members: Bill Hayner

The meeting was called to order at 4:35 p.m.

- Mr. Thielman announced that Dr. Allison-Ampe called to say she could not make the meeting because of illness. The minutes of August 5, 2013 were approved. Motion by Mr. Schlichtman, second by Mr. Thielman. Approved 2-0.
- The subcommittee tabled discussion of Policy BEDH until the next meeting. Dr. Allison-Ampe was doing research on this policy.
- Policy BBA, Clause 10 (School Committee Powers and Duties)

The subcommittee adopted the following new language for consideration by the full School Committee that reflected the discussion at the 8/5/13 meeting:

Approval of job descriptions for new positions with reference to qualifications for employment, salary schedules, annual budget and other personnel policies; approval of changes to the job descriptions of the Superintendent, Assistant Superintendent, Chief Financial Officer, and Special Education Director; be informed by the Superintendent of modifications to job descriptions for posted positions; and ensure that the district has updated job descriptions on file for all personnel.

Motion by Mr. Schlichtman, second by Mr. Thielman. Approved 2-0.

- Policy GDE/GDF (Support Staff Recruiting/Posting of Vacancies/Support Staff Hiring)
 - Mr. Spiegel explained that the current policy is inconsistent with collective bargaining agreements. Consequently, the subcommittee adopted the following new language for consideration by the full School Committee:

When a vacancy occurs in a support staff position, the vacancy will be posted following applicable collective bargaining agreements.

Interviews of support staff applicants shall be conducted by the immediate supervisor of the position being filled.

Motion by Mr. Schlichtman, second by Mr. Thielman. Approved 2-0.

- Policy GBGA, Staff Health

- Mr. Spiegel noted that the state law requiring all school personnel meet the regulations of the state department of tuberculosis control has been repealed. Consequently, he recommended repeal of this policy. Accordingly, the subcommittee adopted the following motion for consideration by the full School Committee:

Moved that Policy GBGA, Staff Health, be repealed.

Motion by Mr. Schlichtman, second by Mr. Thielman. Approved 2-0.

- Mr. Spiegel said he will bring modifications to the following policies at our next meeting:
 - GCO Evaluation of Professional Staff
 - GCO-R Evaluation of Professional Staff
 - GCO-1-R Evaluation of Professional Staff Teachers
 - GCO-2-R Evaluation of Teachers and Administrators
- Cindy Bouvier presented modifications to Policy JICFB, Bullying Prevention, which are consistent with new state laws. The modifications were prepared by the school district's counsel, Stoneman, Chandler & Miller.

Motion to recommend adoption of the proposed changes to the full School Committee by Mr. Schlichtman, second by Mr. Thielman. Approved 2-0.

The meeting adjourned at 5:20 p.m. The next meeting of the subcommittee has not been scheduled.